

INDIANA EMERGENCY RESPONSE COMMISSION  
MAY 8, 2006  
INDIANA GOVERNMENT CENTER SOUTH  
302 WEST WASHINGTON STREET  
CONFERENCE CENTER ROOM 1 & 2

**WELCOME AND INTRODUCTION**

Mr. Palin called the meeting to order and announced that Mr. Wojtalewicz would arrive shortly.

**ROLL CALL TO ORDER**

Cliff Wojtalewicz—Proxy, Chair IDHS	Bruce Palin—Proxy, Vice Chair IDEM
Mike Bigler—Proxy, State Fire Marshal	Major Tom Melville—Proxy, ISP
Sherman Greer—Local Government	James Prigden—Industry
Dean Larson, Ph.D.—Public	Carol Shelby—Public
Bernie Beier—Local Government	Michal Pace—Industry

The following Commission members were absent:

C. Richard Brown—Local Government	William Reed, Jr.—Public
Robert Reilley—Industry	

The following staff members were present:

Bradley Gavin—IDHS	Laura Steadham—IDEM
Ian Ewusi—IDEM/IDHS	Dolly Watkins—IDHS

The following were members of the audience that were present:

Ed Rock, Kosciusko County LEPC	Jeff Larimore, Marion County LEPC
Becky Waymire, Morgan County LEPC	Leonard Huffman, Morgan County LEPC
Bill Sulinckas, FEMA Region V	Jeanne Mahoney, St. Joseph County LEPC

**QUORUM**

A quorum was present.

**CONSIDERATION OF MINUTES**

Mr. Palin called for consideration of the March 7, 2006, meeting minutes. A motion was made by Mr. Larson and seconded by Mr. Bigler to accept the minutes without amendment. Following no discussion, **MOTION CARRIED.**

## **REPORT OF THE CHAIR**

Mr. Palin indicated that Mr. Gavin would make the chair's report on behalf of Mr. Wojtalewicz. Mr. Gavin welcomed the four new Commission members—Ms. Shelby, Mr. Pace, Mr. Beier, and Mr. Reilley—and indicated that the official appointment letters from the governor were in their folders. Mr. Gavin also commented that their acceptance to participate as members of the IERC was appreciated.

A discussion among the Commission members ensued regarding on which committees the new members could volunteer to serve.

## **COMMITTEE REPORTS**

### **Communications Committee—Mr. Sherman Greer, Chair**

Mr. Greer reported that the Communications Committee had met earlier that morning to discuss a few different items. The first item discussed was the proposed internet-based communication service. He indicated that Ms. Jeanne Mahoney, one of the proponents of this proposal, had attended this meeting to provide additional information to the committee. The committee ascertained that the service, once in operation, would function as a private chat room for LEPCs and interested parties on Yahoo. He indicated that benefits such as LEPC/LEPC or LEPC/IERC communications, information sharing, inquiries and message postings would be greatly enhanced. Mr. Greer said that the committee would request the technical assistance of Mr. John Bacon of Vigo County, another proponent of this proposal, to begin with the process of setting it up. He said that when the service is established, the committee would begin monitoring its viability and provide a formal report on its findings and recommendations at the October conference. The Commission determined that the information regarding the internet-based communication service, its usage and user evaluations, should be sent out via the *Hoosier Responder* newsletter prior to the conference.

Mr. Greer reported that the second item discussed was the *Hoosier Responder* newsletter, which had replaced the quarterly publication known as the SERCULAR. He noted that, unlike that the SERCULAR, the *Hoosier Responder* newsletter was a monthly publication. He indicated that the Communications Committee would continue providing articles for publication on a quarterly basis because it may not be able to meet the monthly publication schedule.

Mr. Prigden suggested that the new Commission members be profiled in the *Hoosier Responder* newsletter.

Mr. Greer also reported that the committee had worked on the agenda for the upcoming IERC conference scheduled for October 27–29, 2006, at the Marriott East in conjunction with the Emergency Management Alliance for Indiana (EMAI), and that there was a set fee for attending any part of the conference. He noted that the EMAI would be featuring Mr. James Honeycutt as a guest speaker.

Discussion ensued about whether or not to provide the choice of separate fees for attending the IERC and/or EMAI parts of the conference. The Commission asked that Mr. Greer look into this matter and report his finding at the July meeting.

#### Technical Committee—James Pridgen, Chair

Mr. Pridgen reported that the Technical Committee had nothing to bring before the Commission for action; however, he was going to contact the new Commission members about serving on the Technical Committee. He indicated that in the interest of time/travel expedience and efficiency, the committee would schedule to meet at 10:00 A.M. on the days of IERC meetings.

#### Policy Committee—Dean Larson, Chair

Mr. Larson reported that the Policy Committee had not met, but it had a full slate of items on which to meet. He introduced two new members of the committee—Mr. Shelby and Mr. Pace—and indicated that the six-member committee may also meet the mornings of scheduled IERC meetings.

#### Training Committee—C.R. Brown, Chair

Mr. Brown was absent. Mr. Pridgen inquired if the list of preferred HAZMAT certification trainers or organizations had been updated and published as requested by some LEPCs. Mr. Ewusi indicated that three new vendors had been approved by the IERC and that the webmaster would be apprised of this new information. Mr. Ewusi indicated that the updated list would be provided to the commissioners.

#### Fiscal Committee—Vacant, Chair

Mr. Ewusi reported that the Fiscal Committee had not met but that there were some issues needing attention before the next meeting.

A motion was made by Mr. Pridgen and seconded by Mr. Greer to approve the committee reports as presented. Following no discussion, **MOTION CARRIED.**

### **OLD BUSINESS**

Mr. Ewusi reported that to address the complaint brought before the Commission by some LEPCs regarding mailing receipt problems, he had instituted a monthly email reminder notice to all LEPCs on all documents submitted to the IERC. He indicated that it has so far been well received.

Mr. Ewusi informed the Commission that a report on the compliance status of all LEPCs is generated every six months, but he could provide the information to the Commission if necessary. On the subject of LEPC compliance outreach, he reported that he has met with several LEPC officers, old and new, to address questions on funding and compliance.

The question was asked if LEPC 101 training for new members would be available. Mr. Ewusi indicated that this workshop would be available at the upcoming IERC conference, and Mr. Larson volunteered to assist Mr. Ewusi in preparing a presentation for the LEPC 101 training. A member from the audience stated that Kathy Dayhoff-Dwyer, the former Southern Indiana LEPC field representative, might already have presentation materials on LEPC 101 training.

Mr. Larson inquired about holding IERC meetings at other location besides Indianapolis. He suggested that the Commission go back to accepting LEPC invitations for hosting IERC meetings and asked if there were any current invitations. Ms. Mahoney of St. Joseph County LEPC requested and invited the Commission to have its July meeting in South Bend.

Mr. Larson made a motion and it was seconded by Mr. Pridgen to hold the next IERC meeting in South Bend. Following no discussion, **MOTION CARRIED.**

Mr. Greer reported that Ms. Mahoney would be serving on the Communications Committee.

Mr. Wojtalewicz arrived, and Mr. Palin turned over chairmanship of the meeting to him. Mr. Wojtalewicz apologized for being late.

### **NEW BUSINESS**

Mr. Larson reported that he and Mr. Pridgen serve on an advisory committee involving various universities in the state. He stated that this committee had had a conference on the April 7–8, 2006, in Lebanon, Indiana, and that one of the outgrowths of that conference was a separate group on campus emergency preparedness. The committee hoped that this group would be fully established in the very near future. He stated that this was another way to remind the Commission and attendees that there are groups out there supportive of IDHS and interested in working together. He noted that no other state had anything like this and that the advisory committee was excited about spawning another group in emergency preparedness and about the six campuses which had signed up to be in the group.

### **MEMBERSHIP ROSTER APPROVALS**

Mr. Ewusi presented the counties for roster approval. Fifteen LEPCs had submitted their rosters for approval:

Bartholomew	Fulton	Jackson	Montgomery	Tippecanoe
Delaware	Hamilton	Jasper	Newton	Warren
Fountain	Henry	Lake	Noble	Wayne

Mr. Larson made a motion to approve the submitted rosters, and Mr. Palin seconded it. Following no discussion, **MOTION CARRIED.**

### **REPORT OF IERC FIELD REPRESENTATIVES**

Mr. Ewusi reported that he is still visiting LEPCs by attending their scheduled meetings and would continue to make as many as possible. He reported that he would not be able to attend the upcoming National Association of State Title III Officials (NASTTPO) conference, but as a member he would be receiving updates on the national status of SARA Title III. He also indicated that a major topic at the conference this year would be the Hazardous Materials Emergency Planning (HMEP) grant, and that Department of Transportation (DOT) was scheduled to have a special segment on funding the 2007–2008 year.

## **LEPC COMMENTS**

Mr. Larimore, with the Marion County LEPC, and manager of Health and Security for the Marion County Health Department, reported that they would be losing one of their Level A HAZMAT units in Marion County on June 1, 2006. He mentioned that Pike Township was going to be reduced from six Level A teams to five, with four departments providing HAZMAT. He also indicated that the Marion County LEPC was looking at a Tier II software product called *Tier II Manager*, a web-based product for keeping track of Tier IIs, and that the LEPC was thinking of combining resources with other District V counties to purchase this product. He noted that a formal proposal may be presented to the Commission at a later date. The start-up costs in Marion County with about 400 Tier II reporters would be \$12,000 for the first year and approximately \$2,000 per year thereafter.

Mr. Huffman with Morgan County Health Department introduced himself as the new LEPC chair in Morgan County.

## **PUBLIC COMMENTS**

Mr. Ewusi introduced a guest from FEMA Region V, Mr. Sulinckas.

Mr. Sulinckas reported that FEMA was alive and well and that he was making his rounds throughout the region and states. He mentioned that he was a technical hazards specialist in the National Preparedness Division and that the division works with the LEPCs in Indiana on HAZMAT issues. Mr. Sulinckas stated that he had attended and participated in the recent CCSEP exercise in Vermillion County.

Mr. Ewusi reported that FEMA had in the past provided and funded an exercise program called CHER-CAP, which entailed full-scale exercise with functional props. He hoped that FEMA would reinstate this program and that Mr. Sulinckas would help facilitate this.

## **COMMENTS FROM COMMITTEE MEMBERS**

Mr. Greer inquired about the status of another LEPC field representative(s) from the IDHS.

Mr. Wojtalewicz answered that he would be meeting with IDHS Director Dietz and would be making two proposals to him. Mr. Wojtalewicz indicated that he felt uncomfortable having the district field coordinators assuming the LEPC mission, after talking to Larry Copley, IDHS Field Support Branch Chief. Mr. Wojtalewicz also indicated that he would be comfortable with hiring someone else to assist Mr. Ewusi in the field.

Mr. Greer stated that it would be beneficial to the Commission to have Mr. Ewusi serve in his current position and oversee another person or two in the field as well as day-to-day LEPC activities.

Mr. Wojtalewicz reported that a temporary hire for Ian was being considered, while the issue of hiring full-time LEPC field staff was being evaluated. The temporary hire would provide administrative/secretarial support and serve a twenty-hour work week for about six months for a cost of \$5,000 to \$7,000.

Mr. Prigden made a motion, and it was seconded by Mr. Greer, to approve the use of \$5000 to \$7000 of IERC money for an administrative/secretarial temporary position to assist Mr. Ewusi at twenty hours a week for six months. After no further discussion, **MOTION APPROVED.**

### **NEXT MEETING**

Mr. Wojtalewicz reported that the next IERC meeting would be in South Bend on Monday, July 10, 2006, at 1:00 P.M.

Following no further discussion or business, Mr. Wojtalewicz thanked the Commission members and audience for attending the meeting and stated that he hoped to see everyone in July.

### **ADJOURNMENT**

Mr. Wojtalewicz called for a motion to adjourn the meeting. A motion was made by Mr. Prigden and seconded by Mr. Greer to adjourn the meeting. Following no discussion, **MOTION CARRIED.**

The meeting was adjourned at 1:41 P.M.

**THE MEETING WAS ADJOURNED.**

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Cliff Wojtalewicz, Proxy Chair